

# Preparedness at a Glance

December 6, 2013

## On the RADAR: Upcoming Deliverables

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The purpose of this rotating list of the upcoming deliverables is to serve as a reminder of the tasks local health departments need to complete. Since many of the deliverables are due by the end of the fiscal year – June 30, 2014, our goal is to encourage LHDs to develop a plan on how you will work on the deliverables throughout the year.

### Core Deliverables

#### • Joint Meetings

- Participate in Joint Meetings, Conference and ITVs.
- The next ITV meeting and **Capability workshop** will be **January 8, 2014, 1:30 – 4:30 ET**.
- Each LHD must have representative to attend and complete Capability Assessment for Capability Workshop, which will be provided by ITV. The next session will be **January 8, 2014, 1:30 – 4:30 ET**.

#### • Planning

- Update Critical Infrastructure Personnel Numbers and upload into Catalyst by **December 31, 2013**.
- LHDs will develop, review and update (as necessary) the Local Health Department's jurisdiction SNS Plan. Update SNS Plan and Points of Dispensing (POD Book) Plans. **Due March 31, 2014**.
- LHDs will define their role in a mass fatality event. Coordinate with local Coroner to define the role of LHD staff during a Mass Fatality Event. **Due March 31 2014**.

#### • Inventory

- LHDs shall inventory PHEP/HPP purchased assets, inventory shall include assets valued over \$500 or pilferable items. Due semiannually by **December 31, 2013**. Excel file should be uploaded in Catalyst by the due date.

### MRC Deliverables

#### • Medical Reserve Corps Tasks

- Update the MRC unit's information and activities on the DCV/MRC website quarterly. Second quarter update **due December 31, 2013**. Contact: [Heather.Walls@ky.gov](mailto:Heather.Walls@ky.gov) for more information.

### CRI Deliverables

#### • CRI Tasks

- LHD's identified as CRI Counties will participate in all required CDC reviews, drills and exercises. **completed by March 3, 2014**

### HPP Deliverables

- Regional Response Plans
  - Submit updated regional response plans **NLT December 30, 2013**

**Deliverable documentation must be uploaded or updated in Catalyst unless otherwise designated**

## CONTACT INFORMATION

### Preparedness Branch

Phone: 502-564-7243

Fax: 502-564-4387

### DOC (Level 2 & 1)

Phone: 502-564-5459/60

Fax: 502-564-0477

Email: [chfsdphdoc@ky.gov](mailto:chfsdphdoc@ky.gov)

### KDPH Emergency Contact Information

KDPH On-call EPI: 1-888-973-7678

KYEM Duty Officer: 502-607-1638

KDPH DOC is currently activated to level three – monitoring with DOC manager assigned.

Email: [chfsdphdoc@ky.gov](mailto:chfsdphdoc@ky.gov)

## Deliverable Highlight – Inventory

To meet this deliverable LHDs will maintain an electronic inventory for preparedness assets and update this inventory at least twice a year – December 31, 2013 and June 30, 2014. This inventory should include assets valued over \$500, pilferable items (items that could easily be sold) or items you would want returned. Contact: Linwood Strennecky.

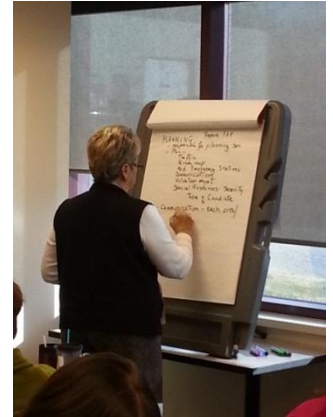
## Local News:

### ICS 400 ITV

Eighty-nine personnel from nine Local Health Departments, in conjunction with several multi-disciplinary agencies, attended the two-day advanced Incident Command System (ICS) 400 training initiated by the Kentucky Department for Public Health on November 20 and 21, 2013 via ITV. The training was designed to equip senior management with the knowledge and skills to organize a complex event or response.

ICS is a standardized on-scene emergency management concept specifically designed to allow its users to adopt an integrated organization structure, equal to the complexity and demands of a single or multiple incidents.

The training course involved six modules with the following topics: Course Overview, Fundamentals Review for Command and General Staff, Major and/or Complex Incident/Event Management, Area Command, Multiagency Coordination, and Course Summary.



## Ashland/Boyd County HD Performs First Active Shooter Lockdown Drill

Submitted by Micki Miller

On Friday, November 22, 2013 the Ashland-Boyd County Health Department performed an active shooter lockdown practice drill. The purpose of the drill was to test the staff response to a scenario active shooter and how to lockdown in the event of a true life emergency. The drill was initiated at 9:30am per Health Director Maria Hardy and the drill was cleared at 9:49am. Those who participated in the drill included staff, and patients. Evaluators were present and included four Ashland Police Department police officers, Regional Preparedness Coordinator John Hunt, Regional Epidemiologist Kristy Bolen, and Preparedness Planner Micki Miller. The health department's Preparedness staff will discuss the post surveys with all staff at a staff meeting on December 6, 2013. The health department is in the process of updating all emergency policies for future emergency events.



## Region 3 Hosts Animals & Disasters: Awareness and Preparedness

On November 14, 2013 Henderson County EMA and Region 3 RPC hosted their 1<sup>st</sup> presentation on Animals & Disasters: Awareness and Preparedness for Owners. Sixteen newly graduated Community Emergency Response Team (CERT) members and one local veterinarian were in attendance for this three hour training. This course intended to increase awareness and preparedness among animal owners and care providers. It includes sections on why animal issues are an important consideration in emergency management and public health, typical hazards, how these affect animals and what can be done by responsible owners to reduce the impact of disasters. According to the American Veterinary Medical Association, 58.9 percent of all U.S. households own animals. For this reason, the care of animals in disasters is important to the care of humans.

If you are interested in receiving a copy of the course materials, Instructor Guide, Student Manuals or an informational flyer please contact your local Regional Preparedness Coordinator.



## Western KY Preparedness Staff Meeting

Submitted by John Rudolph and Margaret Hibbs

On November 7, 2013 the Green River District Health Department hosted the 3<sup>rd</sup> WKY Preparedness Staff meeting. This meeting was held to benefit each health jurisdiction with their self-evaluation of SNS plans/ POD Books and allow for local questions/concerns to be addressed by the subject matter experts. Local health department planners were asked to bring a hard copy of their SNS plans/ POD Books to be used during group discussions and self-evaluations. Additional training topics were Regional Distribution Sites (RDSs) and Closed POD facilities along with a Train the Trainer session for Nuts and Bolts of Preparedness.

## Region 1 MRC Sponsors Rad 101 and CRC Training

Submitted by Tina Massengill

KY Region 1 MRC unit sponsored Radiation 101 and Community Reception Center training for MRC members in Western KY. Sixteen participants from 5 different MRC units attended the 2 hour training presented by Robert D. Gresham, Radiation Health Supervisor for the Department for Public Health Radiation Health Branch. Cindy Mangrum, KY Region One MRC Coordinator, wanted this training because Paducah has been named as a possible site for a Community Reception Center following a radiation event. Mangrum stated, "Many MRC members can't imagine being part of a response in a radiation event, but after Mr. Gresham's presentation it was clear that MRC could play a big role in staffing a Community Reception Center."



## News from the Branch:

### Kentucky's Emergency Support Function (ESF) 8 – Public Health and Medical Services Annex

Submitted by Jim House

On October 16, 2013, representatives from the Kentucky Department for Public Health (KDPH), Kentucky Board of Emergency Medical Services (KBEMS), and Kentucky Community Crisis Response Board (KCCRB) met at the quarterly Health and Medical Preparedness Advisory Committee (HMAPC) meeting and signed the state's ESF 8 – Public Health and Medical Services Annex. The ESF 8 Annex is a functional annex to the Commonwealth's Emergency Operation Plan that defines how Kentucky's ESF 8 Agencies will coordinate public health and medical related preparedness, response, and recovery activities for any incident/event (emergency, disaster, exercise, or planned event) that will require state-level coordination. The signatories of this annex are the "Primary" ESF 8 Agencies responsible for coordinating state-level support upon activation of the Department for Public Health's Department Operations Center and/or the state's Emergency Operations Center.



Pictured from left to right is Jim House, Deborah Arnold, Michael Poynter, Kraig Humbaugh, and Rebecca Gillis.

Writing the ESF 8 Annex was completed through a collaborative effort between each of the agencies listed within the annex and was based upon the excellent feedback received through Kentucky's Mass Casualty Incident Planning Workshops that were held in the Spring of 2013. Representatives from KDPH met with key personnel from each of the agencies listed in the annex and obtained agency specific information concerning the responsibilities for the preparedness, response and recovery phases as defined within the annex. As a result, the ESF 8 Annex will serve as the basis for all state-level ESF 8 related incident specific and support plans developed for public health and medical services. In the near future, KDPH will conduct training and exercises that will focus on each of the 15 capabilities and agency responsibilities. The state's ESF 8 Annex will be reviewed each year at the October scheduled HMPAC meeting and is available on the Kentucky Division of Emergency Management's website at <http://kyem.ky.gov/programs/Pages/StateEOP.aspx>

### Jim House receives first ever Preparedness Branch "Employee of the Year" Award

Becky Gillis wanted to start a new tradition this year by awarding someone in the Preparedness Branch with the "Employee of the Year" award. The first recipient of this award was Jim House, ESF8 Planning coordinator. Jim was given this award because all of the hard work he done including:

- Finalizing the ESF8 planning and having it signed by our partner agencies
- Working on the COOP assessments and coordinating the beginning development of a COOP template that will be available in late 2014

Jim is a leader and is well respected in the Branch and by local health department preparedness staff.

Jim was taken by surprise by the award and said, "We have an awesome team and this is reflective of our leadership." Congratulations Jim!



Becky Gillis presents Preparedness Branch "Employee of the Year" to Jim House





## Training - Know How

### MITOC training – Middletown

Middletown Fire Department  
Contact Joey Riddle

December 11, 2013

### Capability Training ITV

MRN 1803654 begins after the Joint ITV  
Contact Teddy Slone

January 8, 2014

### LCDMRC Weather Spotter Course – Region 14

6:00 PM – 9:00 PM ET.

Contact: Tishanna New ([tishanna.new@lcdhd.org](mailto:tishanna.new@lcdhd.org) or (606) 678 – 4761 x1170)

February 11, 2014

## Events and Exercises

### Joint Preparedness ITV

MRN 1803654 – 1:30 – 4:30 (Include Capability training  
Contact Kim Yazell

January 8, 2014

### Louisville CRI meeting

9:30am – 12:00  
Contact: Lloyd Peniston

January 14, 2014

### KY TN UPC Meeting – Lafayette TN

Meeting will be on Thursday. Contact: Jessica Gover

February 20, 2014

## Functional and Access Needs (FAN) Module Available on TRAIN

We are pleased to announce that the Functional and Access Needs (FAN) TRAIN Module titled "Public Health Preparedness for At-Risk Populations with Functional and Access Needs" is now available. The course ID number is **1047529**.

This online course is one of the requirements for Capability 1- Community Preparedness and Deliverable 4 for FAN Awareness Training. Please feel free to contact me if you have any questions.

Some of the objectives for this training include:

- Review legal mandates guiding FAN support services
- Define at-risk populations and identify why planning for their needs is a focus
- Identify at-risk populations
- Learn about things to consider when planning for FAN populations

## Holiday message from the Preparedness Branch

The Branch would like thank each of you for your dedication to the well-being your communities. Thank you for all you do to make Kentucky a safer place to live and work.

We wish each of you a happy holiday season and hope you get to spend time with your families and friends. Best wishes for the holidays and for health and happiness throughout the coming year.



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### Holiday Reminder

This is a reminder that KDPH and most Health Departments will be closed on the following days:

**December 24-25 – Christmas**

**December 31 – New Year's Eve**

**January 1- New Year's Day**

**January 20 – M. L. King Jr. Holiday**

## Newsletter Submissions

Due to the Christmas and New Year's Holidays, the next issue of **Preparedness at a Glance** will be sent out January 10, 2014. Submissions for the newsletter are due December 30.